

To: Susan Tackish[tackishs@api.org]
Cc: Scheduling SIO[scheduling_sio@ios.doi.gov]
From: Getto, Leila
Sent: 2019-01-16T12:10:19-05:00
Importance: Normal
Subject: Re: [EXTERNAL] Meeting Request for Mike Sommers, API President & CEO w/Acting Secretary Dave Bernhardt
Received: 2019-01-16T12:11:01-05:00
[Meeting Proposal Information Form Acting Secretary 2019.docx](#)

Hi Susan!

Yes, we took over his schedule. Can I trouble you to fill out our attached form that we ask of everyone.

Thank you!

Leila

*Leila Getto
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Immediate Office of the Secretary
Deputy Director, Scheduling and Advance
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On Tue, Jan 15, 2019 at 2:17 PM Susan Tackish <tackishs@api.org> wrote:

Hi Leila –

Not sure if you are still handling scheduling requests or not. If not, please advise who I should send this request to. Mike Sommers, President and CEO of the American Petroleum Institute (API) would like to meet with Acting Secretary Dave Bernhardt regarding the OCS/Five-year Plan. Bill Koetzle, our VP of Federal Relations, will join him for this meeting.

I appreciate your assistance with this request and please let me know if you need any additional information.

Thanks,

Susan

Susan A. Tackish

EA to the President & CEO

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